

If you are applying for our training at Frenchman's Creek, provide the following items below. **Your application will not be processed if any of these items are missing.**

Please use this as a checklist for our application process. Should you be chosen, having these items already in place will help expedite the visa process.

- Current CV and certificates **in English**
- Two letters of reference (one from your current employer & one from your past employer) **in English**
- If you are attending college, provide a letter from the school that states you are a student **in English**
- CLEAR** copy of your passport (your passport must expire at least one year after the end date of your training. For example, training will begin in October 2007 and may end in April 2009, so your passport should expire at least October 2009)
- A letter of intent (Attached)
- Photo
- Interview Questionnaire (Attached)

Thank you for your efficiency in sending your application. Upon receipt of your application, Human Resources will contact you by phone for an interview and to answer any questions that you may have.

We look forward to working with you!

Letter of intent

Please answer the following questions. Be as specific and thorough as possible and use your best English skills. Use your own words. Do not have anyone write this essay for you or translate this document into English for you. Remember, this essay will help you in preparing for your interview with the U.S. Consulate in your home country.

- ✍ Why do you want to participate in this training program?
- ✍ What skills, educational background, & experience do you have that would make you a good choice for this program?
- ✍ How do you think this training will benefit your career?
- ✍ What do you hope to gain from this training?
- ✍ Discuss your plans for your time in the U.S. (Training, travel, & any other planned activities)
- ✍ Discuss your intentions to return to your home country after the completion of your Training Program. Include a description of your career plans in your home country.